



CITY OF ELMHURST
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December 13, 2018

To: Mayor Morley and Members of the City Council

From: Thomas W. Trosien, Director of Finance

Re: Fiscal Year 2019 Budget Adjustments

Attached please find the fiscal year 2019 budget adjustments for your information and review. The adjustments include the annual reappropriation (carryover) of funds and budget changes per City Council direction. Reappropriations reflect those funds that have been budgeted for spending (appropriations in fiscal year 2018); however, the project or purchase will not be completed until fiscal year 2019. The document also reflects the changes as a result of Council direction at the Committee of the Whole budget meetings in the "Council Recommended Adjustments" column.

The budget adjustments are included in the Budget Ordinance O-83-2018. If you have questions, please contact me at 530-3105 or tom.trosien@elmhurst.org, or Laurie Hayes at 530-3106 or laurie.hayes@elmhurst.org.

CITY OF ELMHURST, ILLINOIS

ANNUAL BUDGET

FOR THE FISCAL YEAR ENDING DECEMBER 31, 2019

Summary of Proposed Adjustments and Reappropriations/Carryovers

		Original Proposed Budget	Council Recommended Adjustments	Reappropriation (Carryovers)	Revised Budget (See O-83-2018)	
<u>Expenditures</u>						
<i>Interfund Transfers</i>						
Transfer to Stormwater	110-0098-515-98-39	500,000	(500,000)	1,800,000	1,800,000	Carryover transfer to Stormwater Fund for land acquisition per City Council direction.
<i>Human Resources</i>						
Professional Services	110-2007-413-30-52	97,000	-	25,000	122,000	Superion/Central Square ERP BPR continued.
<i>Information Technology</i>						
Miscellaneous Equipment	110-2008-413-80-98	35,000	-	200,000	235,000	Audio/Visual, \$50,000; Underpass LED Signs \$150K. (CIF is \$150,000; Interdepartmental Charges \$50,000)
Data Processing	110-1001-411-95-01	4,000	-	2,000	6,000	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-2006-413-95-01	120,500	-	3,500	124,000	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-2007-413-95-01	51,700	-	1,500	53,200	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-3015-414-95-01	34,500	-	1,000	35,500	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-4020-422-95-01	206,800	-	6,000	212,800	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-4025-424-95-01	51,700	-	1,500	53,200	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-5030-421-95-01	448,000	-	13,000	461,000	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-6040-431-95-01	86,200	-	2,500	88,700	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-6045-441-95-01	86,200	-	2,500	88,700	Additional interdepartmental allocation due to IT carry-overs.
Data Processing	110-7060-451-95-01	103,400	-	3,000	106,400	Additional interdepartmental allocation due to IT carry-overs.
<i>Planning, Zoning & Econ. Dev.</i>						
Professional Services	110-3015-414-30-52	150,000	-	25,000	175,000	Complete planned development ordinance, \$10k; complete business park streetscape plan, \$15k.
<i>Fire Department</i>						
Uniforms	110-4020-422-40-62	48,000	-	15,000	63,000	Turnout gear ordered but not available until February 2019
Vehicles	110-4020-422-80-06	750,000	-	38,000	788,000	F16 on order; estimated delivery is February 2019.
<i>ESDA</i>						
Other Supplies	110-4022-423-40-98	21,000	-	15,100	36,100	Command box and communication system, \$4,100; training cntr & fire station bldng upgrades \$11k
<i>Police Department</i>						
Other Services	110-5030-421-30-98	161,900	-	55,000	216,900	DuPage Justice Information System & pymnt delayed to FY2019
Misc Equipment	110-5030-421-80-98	250,000	-	250,000	500,000	Automated license plate reader (ALPR) cameras planned for 2018 received/installed until 2019

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<i>Street/Alley Maintenance - 110-6041</i>						
Concrete Street Patching	110-6041-432-30-11	135,000	-	85,124	220,124	Project not completed; work scheduled for Spring 2019.
Pavement Striping	110-6041-432-30-46	45,000		35,000	80,000	Project not completed; work scheduled for Spring 2019.
Sidewalk, Curb & Gutter Repair	110-6041-432-30-70	150,000	-	15,000	165,000	Carry over for sod/landscaping restoration not completed in 2018 due to weather.
Storm Sewer Cleaning	110-6041-432-30-84	300,000	-	550,000	850,000	Started project late during the year. Project is on the way but will carry over into 2019.
Building	110-6041-432-50-01	25,000	-	100,000	125,000	Delay in repairs to storm water buildings due to engineering design delays.
Lift Station Pumps	110-6041-432-50-11	247,000		250,000	497,000	Pump preventative pump maintenance to be completed in 2019; Bidding delayed on hydraulic pump.
Mobile Equipment	110-6041-432-80-07	85,000	-	70,000	155,000	PW100 Hot Patch Trailer Unit being built; estimated delivery is January 2019.
Storm Sewers	110-6041-432-80-14	250,000	-	250,000	500,000	Projects under engineering but construction will be completed in 2019.
Roadway Improvements	110-6041-432-80-15	3,672,000	-	20,000	3,692,000	Punchlist related to 2018 contract paving program will take place in Spring 2019.
<i>Forestry</i>						
Contract Tree Trimming	110-6043-434-30-07	150,000		61,866	211,866	Finish services begun in late 2018.
Vehicles	110-6043-434-80-06	110,000	-	105,000	215,000	PW108 Dump Truck at body manufacturer waiting assembly.
Mobile Equipment	110-6043-434-80-07	-		160,000	160,000	PW63 Wheel Loader unit & PW148T Enclosed Trailer Unit being built; 2019 delivery expected.
<i>Building Maintenance - 110-6046</i>						
Building Improvements	110-6046-418-80-23	116,250	-	200,000	316,250	Upgrade IT area in City Hall delayed to 2019 after completion of IT Study
<i>Public Benefit - 110-6048</i>						
Land Improvements	110-6048-513-80-22	100,000		150,000	250,000	Wayfinding Signs scheduled to be replaced in 2018 but completion not taking place until 2019.
<i>Historical Museum</i>						
Building Improvements	110-7060-451-80-23	-	-	12,645	12,645	Completion of facilities and space needs analysis scheduled for first quarter 2019.
Total Accounts With Adjustments		8,591,150	(500,000)	4,524,235	12,615,385	
Total General Fund		<u>67,693,375</u>	<u>(500,000)</u>	<u>4,524,235</u>	<u>71,717,610</u>	
Capital Improvement Fund - 111						
Transfer To General Fund	111-0098-515-98-01	5,795,450	-	3,227,895	9,023,345	CIF funded projects to be completed after December 31st.
Total Accounts With Adjustments		5,795,450	-	3,227,895	9,023,345	
Total Capital Improvement Fund		<u>7,607,750</u>	<u>-</u>	<u>3,227,895</u>	<u>10,835,645</u>	

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Redevelopment Fund - 310						
Professional Services	310-0089-461-30-52	-	-	25,000	25,000	Accrued obligations to be paid in 2019.
Streetscape	310-0089-461-80-24	-	-	150,000	150,000	Accrued obligations to be paid in 2019.
Other Public Improvements	310-0089-461-80-26	-	-	1,585,000	1,585,000	Accrued obligations to be paid in 2019.
Façade Renovation	310-0089-461-80-27	-	-	150,000	150,000	Accrued obligations to be paid in 2019.
Transfer to Parking System	310-0089-461-98-17	-	-	986,600	986,600	Accrued obligations to be paid in 2019.
Transfer to N. York Redev.	310-0089-461-98-63	-	-	1,500,000	1,500,000	Accrued obligations to be paid in 2019.
Transfer to Debt Service	310-0089-461-98-37	-	-	1,465,000	1,465,000	Accrued obligations to be paid in 2019.
Total Accounts With Adjustments		-	-	5,861,600	5,861,600	
Total Redevelopment Fund		-	-	5,861,600	5,861,600	
RT 83 Redevelopment Fund - 325						
Other Public Improvements	325-0092-465-80-26	900,000	-	1,700,000	2,600,000	Other Pubic Improvements to be completed after December 31
Total Accounts With Adjustments		900,000	-	1,700,000	2,600,000	
Total RT 83 Redevelopment Fund		905,000	-	1,700,000	2,605,000	
North York Redevelopment Fund - 330						
Developer Incentive	330-0095-465-30-52	10,000	-	110,000	120,000	Engineering svcs relatged to survey/design work along N. York sidewalk extensions
Total Accounts With Adjustments		10,000	-	110,000	120,000	
Total N. York Redevelopment Fund		3,004,400	-	110,000	3,114,400	
Stormwater Fund - 305						
Land Acquisition	305-6041-432-80-04	500,000	(500,000)	1,800,000	1,800,000	Property Buy-Out funds saved up through 2018
Storm Sewers	305-6041-432-80-14	7,749,000	-	1,700,000	9,449,000	Stormwater imprvmnts not completed in 2018 incl. Phase I (Butterfield) Phase II (Saylor/Jackson)
Total Accounts With Adjustments		8,249,000	(500,000)	3,500,000	11,249,000	
Total Stormwater Fund		10,381,500	(500,000)	3,500,000	13,381,500	

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<u>Municipal Utility Fund - 510</u>						
<i>Water Administration - 510 6050</i>						
Data Processing	510-6050-501-95-01	189,600	-	5,500	195,100	Additional allocation due to IT carry-overs for capital.
<i>Water Distribution - 510 6052</i>						
Concrete Street Rehab	510-6052-501-30-11	100,000		50,124	150,124	Project not completed; work scheduled for Spring 2019
Fire Hydrant Repair	510-6052-501-30-86	40,000		23,000	63,000	Project suspended late 2018 due to cold temperatures; will complete in 2019.
Water Meters	510-6052-501-40-68	100,000		250,000	350,000	Water meter project to close out in 2019.
Watermains	510-6052-501-80-12	2,800,000		60,000	2,860,000	Current engineering design svcs which were started in 2018 and will be completed in 2019.
<i>Wastewater Administration - 510 6055</i>						
Data Processing	510-6055-502-95-01	189,600	-	5,500	195,100	Additional allocation due to IT carry-overs for capital.
<i>Maintenance of Sanitary Sewers 510-6056</i>						
Engineering	510-6056-502-30-26	700,000		300,000	1,000,000	Late start in 2018 on collections system work; completion in 2019.
Sanitary Sewer Line Cleaning	510-6056-502-30-39	125,000		125,000	250,000	Work not bid in 2018 and will need to be completed in 2019.
Instrumentation	510-6056-502-50-10	75,000		120,000	195,000	Replacement of MESH system under contract but held up to coordinate with storm water projects.
Sanitary Sewers	510-6056-502-80-13	2,000,000		1,000,000	3,000,000	2018 T-lining project will carry over to 1st quarter 2019.
San. Sewer Lift Station Imp.	510-6056-502-80-18	2,300,000		1,370,000	3,670,000	3 projects, Atrium lift station (\$1.29 million), North Ave landscaping (\$20k); & Engineering (\$37k)
<i>Wastewater Treatment Plant 510-6057</i>						
Engineering	510-6057-502-30-26	120,000		50,000	170,000	Engineering scopes under contract.
Building Mnt. And Repair	510-6057-502-50-01	50,000		900,000	950,000	Project started in 2018 and will end in 2019; rehabilitation of 11 WRF buildings.
Instrumentation	510-6057-502-50-10	60,000		35,000	95,000	PLC replacement that will be completed in 2019.
WWTP Improvements	510-6057-502-80-20	10,550,000		4,532,000	15,082,000	Grit removal, sludge pad, effluent sampling station, utility improvmt, Engineering for NPDES
Total Accounts With Adjustments		19,399,200	-	8,826,124	28,225,324	
Total Municipal Utility Fund		49,402,630	-	8,826,124	58,228,754	
<u>Parking System Fund - 530</u>						
Data Processing	530-0088-503-95-01	86,200	-	2,500	88,700	Additional allocation due to IT carry-overs for capital.
Total Accounts With Adjustments		86,200	-	2,500	88,700	
Total Parking System Fund		3,171,700	-	2,500	3,174,200	

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<u>Revenues</u>						
<u>General Fund - 110</u>						
Current Taxes - Corporate	110-0000-311-01-01	4,643,000	(421,685)	-	4,221,315	Adjustment based on City Council proposed property tax levy.
Data Processing	110-0000-381-01-00	1,723,200	-	50,000	1,773,200	Additional allocation due to IT carry-overs for capital.
Transfer From CIF (111)	110-0000-391-02-00	5,795,450	-	3,227,895	9,023,345	CIF funded projects to be completed after December 31st.
Total Accounts With Adjustments		12,161,650	(421,685)	3,277,895	15,017,860	
Total General Fund		64,444,170	(421,685)	3,277,895	67,300,380	
<u>Stormwater Fund - 305</u>						
Property Taxes	305-0000-311-01-03	665,700	(665,700)	-	-	Adjustment based on City Council proposed property tax levy.
Transfer from General Fund	305-0000-391-01-00	500,000	(500,000)	1,800,000	1,800,000	Carryover transfer from General Fund for land acquisition.
Total Accounts With Adjustments		1,165,700	(1,165,700)	1,800,000	1,800,000	
Total Stormwater Fund		3,065,700	(1,165,700)	1,800,000	3,700,000	
<u>North York Redevelopment - 330</u>						
Transfr frm Redevelpmnt Fnd	330-0000-391-10-00	-	-	1,500,000	1,500,000	Accrued obligations to be paid in 2019.
Total Accounts With Adjustments		-	-	1,500,000	1,500,000	
Total N York Redevelop Fund		1,140,900	-	1,500,000	2,640,900	
<u>Debt Service G.O. Bonds Fund - 405</u>						
Trnsfr Frm Redvlpmnt (310)	405-0000-391-10-00	-	-	1,465,000	1,465,000	Accrued obligations to be paid in 2019.
Total Accounts With Adjustments		-	-	1,465,000	1,465,000	
Total Dbt Srv G.O. Bnd Fnd		3,375,400	-	1,465,000	4,840,400	
<u>Parking System Fund - 530</u>						
Transfer From Redevelopment	530-0000-391-10-00	-	-	986,600	986,600	Accrued obligations to be paid in 2019.
Total Accounts With Adjustments		-	-	986,600	986,600	
Total Parking System Fund		1,239,300	-	986,600	2,225,900	